

# Medical Division Annual Meeting Minutes

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## ANNUAL MEETING OF THE MEDICAL DIVISION OF THE AMERICAN TRANSLATORS ASSOCIATION

October 20, 2020, 4:00 P.M. EST  
ATA 61st Annual Conference  
Online

### Leadership Council Attendees:

1. Yasha Saebi – Administrator
2. Andreea Boscor – Assistant Administrator
3. Maria Baker
4. Luz Miranda
5. Mery Molenaar
6. Leyre Alegre Figuero
7. Mary Virginia Burke
8. Gigi Chazu
9. Tony Guerra
10. Paula Plazas

### Medical Division Member Attendees: 16

The mission of the Medical Division is to promote cooperation and exchange of information among its members; organize meetings, workshops and conference activities related to medical translation and interpreting and publicize professional development opportunities.

#### 1. Call to order

Andreea Boscor, Assistant Administrator, called the meeting to order at 4:01 p.m. and introduced herself.

#### 2. Accept agenda

The agenda for the Annual Meeting was displayed and the file was shared with the attendees, then Andreea Boscor made a Motion to have the Agenda accepted. Tony Guerra seconded the motion. Seeing no votes against, the 2020 Annual Meeting Agenda was accepted.

#### 3. Approve minutes of last year's meeting

The previous year's Annual Meeting minutes was displayed, and the file was shared with the attendees, then Andreea Boscor made a Motion to have the Minutes approved. Tony Guerra seconded the motion. Seeing no votes against, the 2019 Annual Meeting Minutes were approved.

#### 4. Medical Division 2020 Overview

Yasha Saebi, Administrator, delivered her opening remarks and commented on the previous year's conference, as well as the changes that conference attendees are experiencing with the remote conference format. Ms. Saebi further discussed the experiences of medical interpreters during the

pandemic, including the pressing issues that professionals face in relation to personal protective equipment during in-person hospital assignments.

Ms. Saebi then introduced herself and thanked the existing Leadership Council members, then welcomed the new additions: Luz Miranda, Mery Molenaar, Leyre Alegre Figuero, and Gigi Chazu.

Leadership Council member Tony Guerra then introduced himself and provided information regarding his role on the council.

The representative from the Interpretation Policy Advisory Committee (IPAC), Christina Helmerichs, introduced herself and discussed the IPAC's role in making changes and advocating and reporting to the ATA Board. This year, one of the IPAC's main projects has been working to develop guidance for working with interpreters during the pandemic conditions. Ms. Helmerichs informed members that they can bring issues of concern to the Medical Division's Administrator or Assistant Administrator to be raised with the ATA Board. The IPAC's goals for the upcoming year include examining contracting issues and topics related to AB5 legislation.

The new Leadership Council members introduced themselves and their roles:

- Mery Molenaar will handle the Medical Division's website;
- Paula Plaza will be the Social Media specialist, including the Medical Division's new LinkedIn page;
- Gigi Chazu has worked in leadership for various organizations and will work on advocacy for the medical interpreting area;
- Luz Miranda will be participating on the Caduceus newsletter team.

Ms. Saebi provided an overview of the distinguished speaker for this year's conference, Dr. Claudia Salazar, and the topics to be covered. She then suggested members to begin thinking and share any suggestions for distinguished speakers for ATA62 over the upcoming months. Ms. Saebi then provided updates regarding social media developments throughout 2020, including Facebook page growth, restarting work on the Division's Twitter account and the new LinkedIn page.

## **5. Nominating Committee**

A Chair plus one member have been selected for the Nominating Committee: Ms. Leyre Alegre Figuero and Mr. Xue Lin.

Yasha Saebi made a motion to accept the Nominating Committee appointments, and Leyre Alegre seconded the motion. Seeing no votes against, the Nominating Committee was approved.

Ms. Alegre introduced herself, as well as laying out the responsibilities of the Nominating Committee to select the Administrator and Assistant Administrator for the following term. Ms. Alegre called for additional volunteers for the Committee.

## **6. Caduceus**

Maria Baker introduced herself and provided an overview of updates with regard to the Caduceus newsletter, as well as announcing the publishing schedule. Ms. Baker welcomed the new members who will be contributing to the Caduceus team. The article guidelines are currently under review and the Fall edition of Caduceus will be published shortly and available on social media. Ms. Baker also mentioned the newsletter team's plan for an advice column, and called for volunteers to run the column or provide ideas, as well as issuing a general call for articles.

## **7. Social Media**

The Medical Division's new LinkedIn page and new Social Media volunteer were announced. Ms. Saebi then introduced Mary Burke to discuss the Division's listserv, as well as thanking Ms. Burke for her hard work and reliability.

Ms. Burke introduced herself and described the opportunities that the listserv provides to medical translation and interpreting professionals to discuss terms and share resources, information regarding educational opportunities or interest, and obtain advice from colleagues regarding the profession. Ms. Burke also mentioned the recent platform change (from Yahoo Groups to Groups.io), as well as encouraging members to use the Facebook page as a resource as well and post.

## **8. New Business for 2021**

Ms. Saebi discussed new business for 2021. The call for recommendations for topics and speakers, including a Distinguished Speaker for ATA62 was discussed under an earlier agenda item. Ms. Saebi then indicated that the Medical Division's survey for members is in the approval stages and expected to be released shortly. She encouraged members to complete the survey and emphasized its importance in obtaining information regarding members in order to tailor the division's work to them, including webinars and other programming. The survey will also include questions on how the COVID-19 pandemic has affected jobs in our field. Ms. Saebi also called for recommendations from the membership for educational topics of interest.

Next, the plan of Zoom networking events throughout the year was discussed as an opportunity in the new pandemic environment, for medical translation and interpreting professionals to continue networking under the current uncertain conditions. The purpose of the meetings will be networking for business, adjusting to remote working difficulties and generally discussing the quarantine conditions.

Ms. Saebi called for assistance from local members for the 2021 ATA Conference in Minneapolis, particularly with the dinner networking event in case the conference is held in person.

## **9. Adjourn – Closing Remarks**

Ms. Saebi thanked members for attendance and for participation throughout the year and ended the meeting at 5:00 p.m.

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